



U.S. CIVIL SERVICE COMMISSION
FEDERAL EXECUTIVE INSTITUTE

ROUTE 29 NORTH
CHARLOTTESVILLE, VIRGINIA 22903

November 16, 1973

Mr. Alfonso Rodriquez
Director of Training
Central Intelligence Agency
Washington, D. C. 20505

Dear Mr. Rodriquez:

As you know, we have regularly scheduled a "Follow-On" Conference for graduates of the Federal Executive Institute about six months following the completion of the eight-week Residential Program.

We have now scheduled such a program for graduates of the Twenty-First (February 22 - April 6, 1973) and Twenty-Second (May 6 - June 29, 1973) Sessions of FEI to begin Sunday, February 24, 1974, and to continue until the afternoon on Tuesday, February 26, 1974. This "Winter Conference for FEI Executives" will be held at the Institute in Charlottesville. The program will include a variety of mini-seminars on management and related executive concerns, a graduate of each session as a speaker, and a round-table on current managerial problems and experiences since leaving FEI.

The charge for this special activity will be \$100. That covers all costs, including room and board, for the two days and nights. This charge is to cover our actual costs for the session.

In addition to this contact with you, we shall be communicating directly with the graduates of the two sessions. While we have found that some graduates make different arrangements, the general practice has been to issue the Optional Form 37 (Nomination-Registration for Training) for participation in this activity.

I hope it will be possible for the representatives of your agency to participate. The names of the persons from your agency who attended Session 21 and Session 22 are listed below:

Session 21 - [REDACTED]
Session 22 - [REDACTED]

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Sincerely yours,

CHESTER A. NEWLAND
Director

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